

EDITED TASK LISTING

CLASS: NURSE CONSULTANT I

NOTE: Each position within this classification may perform some or all of these tasks.

Task #	Task
1.	Acts as a consultant to various agencies (public and private), departmental staff, the public, etc., on health care issues to provide expertise, direction/guidance, information, and technical assistance, and ensure quality health care to persons committed to the California Department of Corrections (CDC), utilizing professional knowledge, Federal and State laws (e.g., Penal Code (PC), Title 15, Title 17, Title 22, regulations, etc.), Departmental Operations Manual (DOM), Administrative Bulletins (AB), policies, procedures, communication skills, internet, etc. under direct supervision.
2.	Develops the tools, aids, methodology, etc. necessary to conduct studies utilizing professional knowledge, Federal and State laws (e.g., PC, Title 15, Title 17, Title 22, regulations, etc., DOM, ABs, policies, procedures, internet, computer software, etc. under direct supervision.
3.	Implements studies to gather/obtain information, utilizing professional knowledge, communication skills, policies, procedures, computer software, etc. under direct supervision.
4.	Evaluates study results to provide information to management and make recommendations for program modifications and implement new programs utilizing professional knowledge, Federal and State laws (e.g., PC, Title 15, Title 17, Title 22, regulations, etc.) DOM, ABs, policies, procedures, internet, computer software, under direct supervision.
5.	Participates in the development of programs, nursing components of related programs, standards, policies, procedures, etc. for Health Care Services Division (HCSD) to provide knowledge, expertise, and to ensure compliance and consistency with court mandates, laws, rules, regulations, utilizing professional knowledge, Federal and State laws (e.g., PC, Title 15, Title 17, Title 22, regulations) DOM, ABs, policies, procedures, internet, etc. under direct supervision.
6.	Implements programs, nursing components of related programs, standards, policies, procedures, etc. for Health Care Services Division (HCSD) to provide direction/guidance to staff, quality health care to persons committed to the CDC, and to ensure compliance and consistency with court mandates, laws, rules, regulations, utilizing professional knowledge, Federal and State laws (e.g., PC, Title 15, Title 17, Title 22, regulations, etc.), DOM, ABs, policies, procedures, communication skills, computer software, etc., under direct supervision.

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Task #	Task
7.	Evaluates programs, nursing components of related programs, standards, policies, procedures, etc. for HCSD to obtain information, assess effectiveness, and ensure compliance and consistency with court mandates, laws, rules, regulations, utilizing professional knowledge, Federal and State laws (e.g., PC, Title 15, Title 17, Title 22, regulations) DOM, ABs, policies, procedures, internet, etc. under direct supervision.
8.	Provides education/training to field health care staff, custody staff regarding health care issues, new health care delivery systems etc., to provide direction/guidance to staff, quality health care to persons committed to the CDC and ensure compliance and consistency with court mandates, laws, rules, regulations, utilizing professional knowledge, Federal and State laws (e.g., PC, Title 15, Title 17, Title 22, regulations) DOM, ABs, policies, procedures, computer software, communication skills, etc. under direct supervision.
9.	Analyzes proposed health care legislation, government reports, licensing surveys, etc., to identify areas for improvement, make recommendations, determine the impact on department programs, etc. utilizing professional knowledge, Federal and State laws (e.g., PC, Title 15, Title 17, Title 22, regulations) DOM, ABs, policies, procedures, computer software, communication skills, etc. under direct supervision.
10.	Prepares various written documents (e.g. memorandum, correspondence, reports, etc.) to request and/or provide information to others utilizing computer hardware/software, communications skills, spelling/grammar, laws, rules, regulations, policies, procedures, DOM, etc. under direct supervision.